



Department of Technology

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April 22, 2019

Notice of Data Breach

Dear San Francisco Unified School District Community,

Please review this information about current and former Buena Vista Horace Mann (BVHM) student data that was recently shared with some BVHM community members.

What Happened and What Information Was Involved

On April 10, 2019, an electronic document containing student identification numbers, student names, and student usernames and default passwords for SFUSD systems and tools, including SFUSD email, student portal, and digital learning applications, for all current Buena Vista Horace Mann (BVHM) students and some former students was shared with members of the BVHM community by BVHM staff. Sharing this information with non-District personnel was a mistake and resulted in some BVHM families having access to this information regarding students other than their own for approximately a 2-hour period.

What Are We Doing

At SFUSD, we take student data privacy seriously. As soon as BVHM became aware of the data breach, they contacted the SFUSD Department of Technology for assistance.

While we do not currently see any suspicious activity as a result of this data breach, as a precaution and to help ensure the privacy of our students and their information the District has changed the passwords of all impacted students.

Our investigation into this matter is ongoing and we will continue to evaluate additional precautions that we can take to further secure the confidentiality of student information for the affected students. If we discover your specific student's account was accessed by an unauthorized person or otherwise affected beyond what is described above, the District will contact you directly.

To inform the current BVHM community of the breach, BVHM sent an email version of this letter to each parent on Friday, April 12th, 2019. As our final step in alerting affected families to the situation, you are receiving this letter documenting the error, the data involved, and our response measures.

What You Can Do

This data breach was a mistake made by an adult staff member; however, it is helpful to discuss online privacy with your children. Passwords should be kept confidential. In SFUSD, each student is assigned a unique, default password that only the student, you, and their teacher should be able to access. Students can also change their password while connected to the SFUSD Internet network to help maintain the security of their information.

We encourage you to use this as an opportunity to talk to your child about the importance of keeping personal information, like account passwords, private. Below are links to resources for you and your student(s) to discuss this further:

Private & Personal Information:

www.commonsense.org/education/lesson/private-and-personal-information-3-5

Strong Passwords:

www.commonsense.org/education/lesson/strong-passwords-3-5

If you are a part of the current BVHM community and have any questions related to this incident or data privacy at BVHM, please contact the school's site principal, Claudia Delarios-Moran, directly at delariosmoranc@sfusd.edu.

If you are not a part of the current BVHM community and you have any questions related to this incident, please contact the SFUSD Help Desk at 415-241-6476.

Sincerely,
The SFUSD Department of Technology